

# PRICE LIST

## GSA Schedule 03FAC

(Facilities Maintenance and Management)

**Green Sensitive Design, LLC**  
***Experts in Environmental Permitting  
And Energy Efficiency Planning***

Attn: Raj Williams, AICP, BPI Professional, LEEP GA  
200 President Street  
Annapolis, MD 21403-2325  
www.gsdnow.net  
443-699-0139 (mobile)  
410-626-1607 (Phone)  
855-275-0949 (Fax)



Contract Holder

Schedule 03FAC

Contact Number GS-21F-021AA

**SIN 871 211 - Energy Consulting Services**

October 19, 2012 – October 18, 2017

Woman Owned Small Business (WOSB)  
Small Disadvantaged Business (SDB)



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## COMPANY OVERVIEW

### **Value Proposition to Federal Agencies**

#### **Environmental Permits**

- Help organizations with obtaining environmentally-related permits
- Help reduce processing up by up to 40%
- Help reduce errors that eliminate rejections
- Help reduce fines associated with improper / missing permits

#### **EISA**

Help organizations meet Energy Independence and Security Act (EISA) of 2007 and Executive Orders 13514 or equivalent mandates/requirements pertaining to:

- Report Writing, Data Analysis, Regulatory Language Review and Analysis for Compliance
- Land Planning and Siting of Facilities Recommendations (Plan drafting by using current regulations and executive orders to provide a blueprint for Regulatory Compliance implementation)
- Renewable Energy (RE) Power Plants and RE use - Environmental Specialist on Projects
- Public Outreach to educate public on concepts difficult to understand
- Net-Zero Energy Buildings/High Performance Buildings Recommendations
- GHG Emissions Tracking Assistance with projects
- LEED Services and Independent Oversight (both design and construction)
- Facility Utilization Planning Recommendations

**Service Life Extension:** Our services are very specialized since the success of any project depends on the initial work that is done to set the successful course of any project. By serving as a bridge between private enterprise and the governmental regulatory and permitting processes, we will ensure that a clients' project will move forward by meeting relevant regulations. If our services are used, clients are more likely to obtain the required approvals to move forward with their projects. Further, we will provide subject matter expertise throughout the entire project that can reduce cost over runs, expensive delays, and clients will be able to enjoy a level of confidence that their project is in the hands of experts who will get the work done by meeting all requirements, in an expedient manner.

- **Supplier Diversity:** Serve as Woman Owned Small Business (WOSB) success story.
- **Compliance:** Help Government Agencies meet Sustainability mandates as outlined in EISA 2007 & Federal Leadership In Environmental, Energy, and Economic Performance (EO 13514)

### **Core Services**

- Building Performance Analysis
- Energy Efficiency Analysis
- GHG & Sustainability Analysis
- LEED Design and Consulting Services
- Land Planning and Public Outreach Services
- Net-Zero Environmental Footprint Recommendations



### **NAICS Codes**

NAICS 541620 - Environmental Consulting  
NAICS 541310 - Architectural Services  
NAICS 541690 - Other Scientific and Technical Consulting Services  
NAICS 541380 - Thermal Testing Services  
NAICS 541330 - Engineering Services  
NAICS 541410 - Interior Design Services  
NAICS 561990 - Services to Buildings & Structures  
NAICS 561210 - Facilities Support Services

### **Why We're Different**

GSD owners are highly qualified with Masters Degrees in Planning and Architecture along with over 40 years of cutting edge training, knowledge, and certifications in Green Building (LEED) design, construction, planning and energy/water efficiency related recommendations. Our Company is not looking to "sub out" work and to operate as "Program Managers" on projects, but will draw from education-based knowledge, certifications in LEED, AICP, and BPI, along with targeted work experience to deliver the type of specialized services utilizing a high level of skill sets. It is important to note that work experience of the Company owners is with both Government and the private sector that provides our Company an understanding of both public and private issues and concerns which will help us to deliver Environmental, Energy, and LEED Services. Our staff has licensed Architects and Planners with up to date certifications in the fields we are offering our services.

### **DUNS Number**

82 9675284

### **CAGE Code**

5G4E9

### **Supplier Diversity**

- Economically Disadvantaged Woman Owned Small Business (EDWOSB)  
– SBA 8(m) Program
- Maryland MBE / DBE Certified
- DBE – VDOT
- MWAA – LDBE and DBE
- WMATA – DBE
- Howard County and Montgomery County, Maryland certified MBEs.

### **Clients** (Current and Past)

1. GPPS sub-consultant on State of Maryland's Clean Bay Power Project
2. Atlas Containers - Site Feasibility Study related to Wetlands



3. Charlotte International Partners - Regulatory Assistance with USDA
4. StellCo, Incorporated – Environmental Consultant
5. Prince Georges County, Maryland – LEED Consultant
6. Anne Arundel County, Maryland – Sub-consultant to Helios (Prime Consultant)
7. University of Maryland – Energy Consultant
8. Noresco - ID/IQ - Energy Consultant's sub-contractor
9. State of Maryland DNR - Land Plans and Environmental Reviews on different State Lands including Pocomoke River State Park
10. Past Performance - LEED Architecture (Commercial C&D in Maryland)
11. Commercial and Residential Energy Assessments for various clients



## TERMS and CONDITIONS

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The internet address for GSA Advantage! is: [gsaadvantage.gov](http://gsaadvantage.gov)

Schedule Title: 03FAC Facilities Maintenance and Management  
Federal Supply Class: R498  
SIN(s): 871 211- Energy Consulting Services

Contract Number: GS-21F-021AA  
Contract Period: October 19, 2012 – October 18, 2017

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov)

Contractor's Name: Green Sensitive Design, LLC

Address: 200 President St.  
Annapolis, MD 21403-2325

Phone Number: (410) 626-1607  
Fax Number: (410) 626-1607

Point of Contact: Raj Williams, LEED AP  
Phone Number: (410) 626-1607  
Fax Number: (410) 626-1607  
Email Address: [rwilliams@gsdnow.net](mailto:rwilliams@gsdnow.net)  
Website: [www.gsdnow.net](http://www.gsdnow.net)

Business Size: Small



## **INFORMATION FOR ORDERING ACTIVITIES:**

1a. Awarded Special Item Numbers (SIN's):

871 211: Energy Consulting Services

1b. Lowest Prices

N/A

1c. Job Descriptions to Coincide With Hourly Rates

Please see attached information below.

2. Maximum Order:

\$1,000,000

3. Minimum Order:

\$100.00

4. Geographic Coverage:

Domestic

5. Point(s) of Production:

Annapolis, MD

6. Basic Discount:

6% - 18%

7. Quantity Discount(s):

+2% for Orders of \$100,000 or more

8. Prompt Payment Terms:

None.

9a. Government Purchase Cards:

Will be accepted.



9b. Government Purchase Cards Above Micro Threshold:

Will be accepted.

10. Foreign Items:

None.

11.a. Time of Delivery:

To be negotiated with end user.

11.b. Expedited Delivery:

To be negotiated with end user.

11.c. Overnight and 2-day Delivery:

Agencies can contact contractor's representative to possibly affect a faster delivery.

11.d. Urgent:

Agencies can contact contractor's representative to possibly affect a faster delivery.

12. F.O.B:

N/A

13a. Ordering Address:

200 President St. Annapolis, MD  
21403-2325

13b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)).

14. Payment Address(es):

200 President St. Annapolis, MD  
21403-2325

15. Warranty Provision:

N/A





16. Export Packing Charges:

N/A

17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the micropurchase level):

The Contractor will consider the acceptance of Government Purchase Cards on a project-by-project basis.

18. Terms and Conditions of rental, maintenance, and repair (if applicable):

N/A

19. Terms and conditions of Installation (if applicable):

N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:

N/A

20a. Terms and conditions for any other services (if applicable):

N/A

21. List of service and distribution points (if applicable):

Annapolis, MD

22. List of participating dealers:

N/A

23. Preventive maintenance (if applicable):

N/A

24. Special attributes such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants):

N/A

25. Data Universal Number System (DUNS) number: 829675284

26. Notification regarding registration in Central Contractor Registration (CCR) database:

Active; The Contractor has registered with the Central Contractor Registration Database and has been assigned Cage Code 5G4E9.



**GSD** *A holistic approach to energy conservation  
through planning, design, and implementation.®*

Special Item Number 871 211  
Energy Consulting Services

## LABOR RATE PRICE LIST

SIN	Labor Category	Unit of Issue	GSA Price
871 211	Project Manager	Hour	\$128.06
871 211	Administrative Assistant	Hour	\$52.09
871 211	Senior Planner	Hour	\$99.45
871 211	Planner	Hour	\$85.24
871 211	Senior Architect	Hour	\$99.45
871 211	Architect	Hour	\$85.24

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## LABOR CATEGORY DESCRIPTIONS

Title: **ProjectManager**

Description: This position is held by a skilled individual with a minimum of six years of experience in a responsible Planning, Engineering, Architecture, or Business Management fields. This individual is a Subject Matter Expert in a field related to the statement of work. It is critical that this individual complete project development from inception to deployment, and have the ability to provide guidance and direction on multiple tasks, simultaneously.

This person understands/interprets technical feedback and has the ability to detect potential issues or setbacks. He/she provides oversight for cost issues which may include using Earned Value criteria or similar methods for foreseeing cost impacts or overruns. Also monitors cost savings for providing additional value, product or de-obligation. This person leads Projects and provides overall day to day supervision of planning, design, and construction efforts. This position is accountable for project schedule, budget and quality. The person in this position secures input from President or Vice President of firm for significant project decisions.

Minimum Education: Master's Degree in Planning, Engineering, Architecture, Business Management, or a field related to the statement of work.

Minimum Experience Requirements: Must have six years of supervisory experience in Planning, Design, Business Management, and/or Engineering fields.

Required/Supplemental Certifications: Must possess certifications in field related to the statement of work.

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Title: **AdministrativeAssistant** (SCA Code 01020)

Description: Provide administrative support to a department and/or Manager. Duties include general clerical, receptionist and project based work. Project a professional company image through in-person and phone interaction. Duties include answering telephones and transfer to appropriate staff member; meeting and greeting clients and visitors; creating and modifying documents using Microsoft Office; performing general clerical duties to include but not limited to: photocopying, faxing, mailing, and filing; maintaining hard copy and electronic filing system; signing for and distributing UPS/Fed Ex/Airborne packages; researching, pricing, and purchasing office furniture and supplies; coordinating and maintaining records for staff office space, phones, parking, company credit cards and office keys; setting up and coordinating meetings and conferences; supporting staff in assigned project based work, including meeting minutes and other duties as assigned.

Minimum Education: High School GED and above. Basic reading, writing, and arithmetic skills required. Employee should possess working knowledge of Microsoft Office and telephone protocol. Duties require professional verbal and written communication skills and the ability to type 50 wpm or as required per task order.

Minimum Experience Requirements: Minimum two years of clerical experience can be substituted with a Bachelor of Arts degree or higher degrees.

Required/Supplemental Certifications: None required.



Title: SeniorPlanner

Description: Extensive and independent contact with clients, numerous government officials, vendor's representatives, and citizens. A Planner will possess at least five years of increasingly responsible experience in urban or regional planning, urban design, or a related field and the equivalent of a bachelor's degree with major course work in urban planning, geography, architecture, public administration or a related field. The Planner will have knowledge in dealing with LEED projects; LEED accreditation is highly desired. Planner will have knowledge of principles related to sustainable developments with emphasis on Energy and Water Management and Planning. The ideal candidate is proficient in Adobe Creative Suite software packages, Photoshop, Illustrator, and MS Office Suite (Word, Excel, Access, and PowerPoint). Planner will have a good understanding and knowledge of GIS system and principles. Perform assignments independently with instruction as to the general results expected, and with guidance from Project Manager and/or Principle on unusual or complex problems. Provide technical direction and on-the-job training to Planners, Designers, and Engineers. Direct and/or participate in jobsite visits, client meetings, and presentations.

Plans and schedules work of crew members using a computerized maintenance management system; plans and schedules planned/unplanned work orders on a daily, weekly or longer term basis to maximize efficiency and enhance productivity; evaluates skills of employees in assigning the work; works with crew members on process and interaction issues; regularly re-prioritizes work in response to emergencies, availability of parts and equipment and to make efficient use of crew members. Performs work evaluation of Planner.

Minimum Education: Possesses a Master's Degree in City and Regional Planning with certification by the American Institute of Certified Planners (AICP). Planning Education may be substituted with Master's degree in Architecture or Landscape Architecture with related work experience.

Minimum Experience Requirements: Must have 5 years supervisory experience as a Planner with a minimum of three years of experience in land Planning field.

Required/Supplemental Certifications: AICP certification required.



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Title: Planner

Description: Moderate and independent contact with clients, numerous government officials, vendor's representatives, and citizens. A Planner will possess experience in urban or regional planning, urban design, or a related field and the equivalent of a bachelor's degree with major course work in urban planning, geography, architecture, public administration or a related field. The Planner will have knowledge in dealing with LEED projects as well as sustainable developments with emphasis on Energy and Water Management and Planning. The ideal candidate is proficient in Adobe Creative Suite software packages, Photoshop, Illustrator, and MS Office Suite (Word, Excel, Access, and PowerPoint). A good working knowledge of GIS is a must. Planner will work under the guidance of Senior Planner and assist with preparing Power Point presentations and other presentation material. Planner will be responsible for Company website upkeep and development as needed.

Minimum Education: Possesses a Bachelor's Degree in City and Regional Planning with certification by the American Institute of Certified Planners (AICP). Planning Education may be substituted with Architecture or Landscape Architecture Degrees.

Minimum Experience Requirements: Must have two years of experience as a Land Use Planner or any other related fields such as Architecture, Landscape Architecture or Environmental Planning.

Required/Supplemental Certifications: AICP certification required.

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Title: Senior Architect

Description: Extensive and independent contact with Clients, vendor's representatives and project field personnel. Interact and negotiate with Client project representatives. Maintain regular contact with all assigned project Clients & develop a quality relationship with assigned Clients and analyzes Client circumstances to recognize new business opportunities.

Demonstrate a knowledge of the application of architectural/engineering to facility constructability as applied to construction methods and materials, and the economics involved. Perform assignments independently with instruction as to the general results expected, and with guidance from Project Manager and/or architectural/engineering specialists on unusual or complex problems. Provide technical direction and on-the-job training to Drafters, Planners, and Engineers. Direct and/or participate in jobsite visits, Client meetings, and presentations.

Minimum Education: Master's Degree in Architecture with LEED certification.

Minimum Experience Requirements: 5 Years in the field of Architecture performing responsible Architectural duties.

Required/Supplemental Certifications: LEED certification and Registered Architect (RA) license.

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Title: Architect

Description: Conducts regular and independent contact with Clients, vendor's representatives and project field personnel. Interacts and negotiates with Client project representatives. Maintains regular contact with all assigned project Clients, including the best possible development of personal relationships, and strives to keep Client satisfaction at a high level. Develops a quality relationship with assigned Clients and analyzes Client circumstances to recognize new business opportunities.

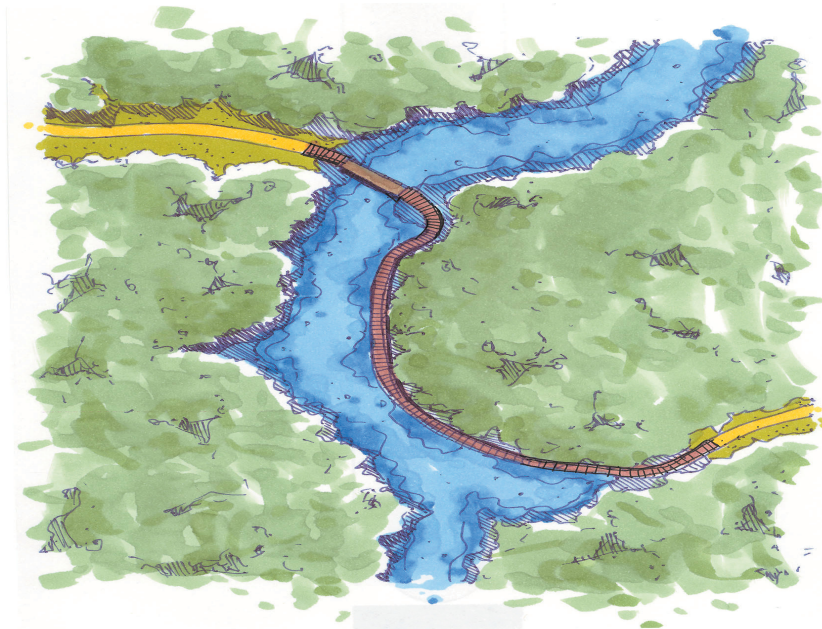
Demonstrate a knowledge of the application of architectural/engineering to facility constructability as applied to construction methods and materials, and the economics involved. Perform assignments independently with instruction as to the general results expected, and with guidance from Project Manager and/or architectural/engineering specialists on unusual or complex problems. Provide technical direction and on-the-job training to Drafters, Planners, and Engineers. Direct and/or participate in jobsite visits, Client meetings, and presentations.

Minimum Education: Bachelor's Degree in Architecture with LEED certification.

Minimum Experience Requirements: 3 Years in the field of Architecture performing responsible Architectural duties.

Required/Supplemental Certifications: LEED certification and Registered Architect (RA) license.

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Title: Draftsman

Description: Confers with architects and/or engineers, a draftsman initially gains an understanding of the scope and requirements of a project. Utilizing both manual drawing skills as well as computer-based application, such as automated computer-assisted drafting, the draftsman creates both two-dimensional and three-dimensional renderings of the finished project. Once drafts have been completed, they are presented to the architect or engineer for review. Following a discussion of any alterations that need to occur, the draftsman makes changes to the renderings and implements the final plan.

Minimum Education: Associate of Arts (AA) Degree from Community College

Minimum Experience Requirements: 5 Years experience

Required/Supplemental Certifications: LEED certification desired

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Title: LandscapeArchitect

Description: Extensive and independent contact with Clients, vendor's representatives and project field personnel. Interact and negotiate with Client project representatives. Maintain regular contact with all assigned project Clients, including the best possible development of personal relationships, and strive to keep Client satisfaction at a high level.

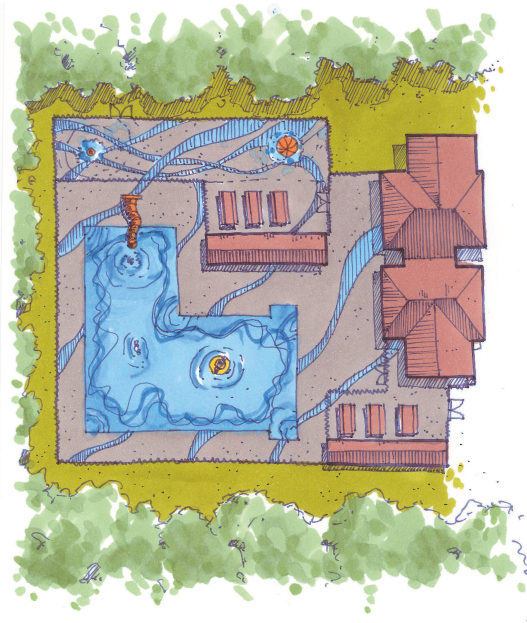
Demonstrate working knowledge of the application and principles of landscape architecture as applied to landscape design and implementation. Perform assignments independently with instruction as to the general results expected, and with guidance from Project Manager and/or architectural/engineering specialists on unusual or complex problems. Provide technical direction and on-the-job training to Drafters, Designers, Planners, and Engineers. Direct and/or participate in jobsite visits, Client meetings, and presentations.

Minimum Education: Bachelor's Degree

Minimum Experience Requirements: 5 Years experience as landscape architect

Required/Supplemental Certifications: RLA Certification required and LEED certification desired.

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Title: Engineer

Description: Responsible for planning, scheduling, conducting and coordinating the technical and management aspects on assigned projects. Review and approve technical design phases of projects. Ensure effective communication and coordination on assigned projects between all disciplines and parties. Resolve disputes and conflicts related to assigned projects and Clients. Review and approve all Client invoices on assigned projects.

Minimum Education: Bachelor's Degree in Civil or Mechanical Engineering

Minimum Experience Requirements: 5 Years experience in the field of Engineering

Required/Supplemental Certifications: Engineering License (PE) and LEED certification.

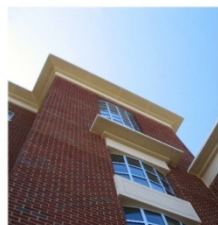




## How to Buy from Green Sensitive Design (GSD) Under GSA Schedule 03FAC

Below is a summary of how to order from us.

1. **For orders up to \$3,000:** Develop a **Statement of Work (SOW)** and have your procurement office place the order directly with GSD.
2. **For orders over \$3,000 but less than \$1,000,000:** Develop a performance-based SOW, send a Request for Quote to at least three GSA Schedule 03FAC Holders, evaluate quotes based on your best value criteria, and place the order with the selected contractor.
3. **For orders over \$1,000,000:** Follow the procedures as per #2 above but seek additional quotes.
4. **Blanket Purchase Agreement (BPA).** In order to further decrease costs, reduce paperwork, and save time, access GSD directly by establishing a Blanket Purchase Agreement.



Images courtesy of ABS Architects

Reference: FAR Subpart 8.4, Federal Supply Schedule.



## **Quality Control Process**

GSD has developed an internal Quality Control Process which it applies to services on projects large and small. GSD programs are tailored after federal quality assurance programs designed to meet accepted industry standards.

Our approach is simple. We provide a planned, systematic approach to getting satisfactory results.

### Quality Program - Key Steps:

1. Perform a Project Scope Review
2. Perform a Detailed Building Assessment
3. Perform a Detailed Billing Analysis
4. Perform an Installation Cost Analysis
5. Perform a Life Cycle Cost Analysis
6. Perform an Analysis of Potential System Upgrades / Improvements

An example is that, on average, if our services are used and implemented correctly, we will assist agencies to meet environmental mandates, conduct feasibility studies on projects prior to expending huge sums of money, and help to extend the useful life of buildings by at least 20 years, by making them more Sustainable with daily operations. The result is that a client's project will move faster than normal with our services, building will be healthier and save you at least 20% in costs associated with heating, cooling, and water related bills, and make your projects more sustainable. Hence, it can be stated that quality assurance programs are the most important factors contributing to client satisfaction and continued success. The purpose of the programs is to assure confidence that services are performed in a correct and consistent manner. And GSD will do just this for all our clients.